

AGIC year Conference Committee Meeting Notes
Friday, December 21, 2018
10:00 am

In Attendance:

Robert Bush
John Danloe
Jami Dennis
Shawny Ekadis
Seth Franzman
Nicole Funicello
Teresa Gregory
Jason Howard
Shea Lemar
Lucas Murray
Jennifer Psillas
Steve Whitney

Committee coordination and meeting operation:

- 2019 meeting schedule will continue to be the 3rd Thursday of the month, and new app for participating will be used (WebEx).
- Bag stuffing date = Thursday, September 26, 2019
- Conference name change –
 - Adding the tag line –
AGIC Education and Training Symposium
“The place for geospatial Information Exchange”

Action Items:

Steve – Compile list of roles/tasks that we are looking for folks to take on, and distribute to the committee.

Jenna – Schedule room for bag stuffing on 20190926.

Steve – Send out 2019 calendar invites.

Outreach Committee Report:

- No discussion.

Action Items:

None.

Budget:

- The 2018 conference proceeds received from the meeting planners exceeded our calculations by almost \$9,000, including the UAS workshop. Re-calculating from a current version of the registration database yielded an additional \$5,000, which still leaves a \$4,000 gap.
 - For 2019, we will perform a monthly reconciliation with the meeting planners, and the AGIC Treasurer will be the lead on this.
 - See if we can get access to more “live” account info.
 - If we find an error down the road, who is responsible for reconciling the difference?
 - It was decided that we will take further action to reconcile the difference.
- New fees will need to be set due to the extension of the conference, for both attendees and exhibitors.
 - We will need at least a draft of the 2019 venue contract before we can do this.

Action Items:

Steve/Jami/Lucas – Take a closer look at the 2018 proceeds.

Steve – Propose new fees, based on the extended conference.

Venue coordination:

- The conference extension information has been sent to the meeting planners, for contract negotiations.
 - The venue does not have other weeks open that would accommodate us, so we will stick with October 1-4, with setup on September 30th.

Action items:

Jenna – Check with the meeting planners re: the 2019 contract.

Steve – Provide meeting planners with conference requirements, for their 2020 venue research.

??? – Ask conferencesare.co about costs for advertising our conference. Email team@conferencesare.co for pricing information.

Website:

- New dates are up.
- Updates have been made on the backend.
- We will emphasize the conference extension.

Action Items:

Jami – Emphasize the conference extension on the website.

Agenda & speaker coordination:

- Extension of the conference –
 - We are going to move forward with extending the conference by a day and a half –
 - Set up on Monday, September 30th.
 - Start the conference on Tuesday, October 1st, and dedicate this day to –
 - Technical Workshops (90-minutes typically, but could extend to half-day).
 - Hands-on Workshops.
 - Special interest groups (this would be the only day that we would offer half-day slots for SIGs)
 - Keep the Wednesday morning schedule the same, e.g. AGIC Chair, and keynote presentations, but look at utilizing the time before that for Technical Workshops and Hands-on Workshops.
 - Friday will be extended to include an early afternoon session, e.g. 1:30 p.m. – 3:00 p.m., and targeted towards repeat Technical Workshops and Hands-on Workshops.
- Keynote speaker –
 - Bill Johnson, CarpeGeo, has been suggested, based on his presentation at a NSGIC conference. The assumption is that it would be a vendor-agnostic presentation.
 - <https://www.nsgic.org/carpe-geo--becoming-a-great-gis-leader>
 - <https://www.appgeo.com/carpegeo/>
- Lunch speaker –
 - Grand Canyon speaker was suggested for Thursday lunch, and we will look into this further.
 - We should consider a Tuesday lunch speaker.

Action Items:

All – Review the info on Bill Johnson, for our potential keynote speaker.

Shea – Contact Santiago re: potential Grand Canyon speaker.

All – Consider a Tuesday lunch speaker.

Exhibitor/sponsor participation:

- Extra fee for exhibiting on Tuesday (and Wed. morning).
 - Potentially a Tuesday only option? -> Could be a logistical challenge, but we could look at something specific to the SIG, and located in the Granite Mountain Room.

Action Items:

None.

Materials and mail-outs:

- Send out a save the date notice, now that we have the dates set, and emphasize the conference extension.

Action Items:

Jami – Draft a save the date notice.

Registration:

- No discussion.

Action Items:

None.

Maps & Apps Challenge:

- A group met and Mike Walck from Esri, and he suggested a Survey123 app that we could use for voting.
- Targeting early outreach to students.
- Think about offering a discount (\$10-\$20) off registration if they enter a map/app -> logistically could be complicated, in terms of registration timing, discount codes, refunds, etc.

Action Items:

Steve – Follow up with the meeting planners regarding whether or not the expo company can provide poster boards.

Awards:

- No discussion.

Action items:

None.

Printing:

- No discussion.

Action items:

Shea – Check with A&E Reprographics on program printing.

Computer labs:

- The TeachMeGIS folks have indicated that they can indeed participate.

Action items:

Steve – Follow up with TeachMeGIS folks regarding the conference extension.

Conference program:

- It was suggested that all of the day-at-a-glance pages be put together at the front of the program.

Action items:

None.

T-shirts:

- Any design ideas? -> Anniversary of landing on the moon; 100th anniversary of the Grand Canyon -> moon over the canyon!!!
 - Moon map - <https://prd-wret.s3-us-west-2.amazonaws.com/assets/palladium/production/s3fs-public/thumbnails/image/fig2.png>
 - Grand Canyon anniversary - <https://www.nps.gov/grca/getinvolved/centennial.htm>

Action items:

None.

Attendee Packet:

- Look at putting the conference logo(s) on the bag.

Action Items:

Jami – Research what Lane has to offer for conference bags.

Social Events:

- No discussion.

Action Items:

None.

General:

- No discussion.

Action Items:
None.